

Finland Food Chain Funding Policy

Project Scope: Our current grant funding cannot fund bricks and mortar, major infrastructure, or large equipment purchases. It can fund: capacity building, people power, fundraising, grantwriting, time, training, travel, outreach and advertisement, events, supplies, printing, and implementation. No funding will be given for projects unless a workplan and budget are first submitted to the **Finland Food Chain Brain** for review, it meets Finland Food Chain Guidelines (see below), and it is found by the Brain to constitute a viable project. All project work needs to be documented, presented to the Brain, and submitted to the Project Coordinator for reimbursement.

Project Guidelines:

1. Does it help build community capacity to eat healthy local food year round?
2. Does it create more food, farming and gardening related education?
3. Does it help make it easier for consumers to source food that is healthy and local?
4. Does it support local growers and producers who are able to make an equitable living and have access to required infrastructure?
5. Does it create infrastructure to enable processing locally grown, harvested, raised, and gathered foods in our own community rather than transporting them far away?
6. Does it promote government policies that encourage “our kind of farming (that is - the scale of farming is connected to the landscape in which we live, family farms, ecological, organic, sustainable, regenerative).”

Per Diem: In order to ensure that there is a broad range of community representation on the Finland Food Chain Brain, participants on the Brain will be given a per diem of \$30 for attending Finland Food Chain Brain meetings. It is the responsibility of Brain participants to submit the form to obtain their per diems. Forms are available from the Project Coordinator.

Expense Reimbursement: With approval beforehand from the Project Coordinator, we will pay mileage and reasonable expenses for attending meetings that directly pertain to the Food Chain and working groups. It is the group participants choice to submit for mileage, per diem, or other expenses. Forms for reimbursement are available from the Project Coordinator.

Contract Work: We are willing to pay for people’s time on work that has been approved as essential to the project by the Project Coordinator/Heart (refer to [Food Chain Tasks and Priorities document](#)) if they are not currently being paid by another entity to do the same work and especially if not being paid will result in the work not happening in a timely fashion, or not at all. In the case of entities like Wolf Ridge and the Finland Co-op (and possibly others) we will pay for work of salaried employees that is conducted on behalf of their employer participating in the project when it happens outside the scope of their workday and is otherwise not covered by their existing employee compensation. **All work is paid on a contract basis and contracts and contract rates are to be negotiated with the Project Coordinator.** It is the responsibility of the contractor to submit invoices to the Project Coordinator before payment can be issued.

Contractors must also have a W-9 on file with Project Coordinator before payment can be issued.